

Town of East Windsor
Board of Selectman Minutes
April 6, 2010

I. TIME AND PLACE OF MEETING

Ms. Menard called the meeting to order on Tuesday, April 6, 2010, at 7:00 p.m. at the East Windsor Town Hall

II. ATTENDANCE

Denise Menard, First Selectman
Mark Simmons, Deputy First Selectman
John Burnham, Selectman
Gilbert Hayes, Selectman
Richard Pippin, Jr., Selectman

III. ADDED AGENDA ITEMS

IV. PREVIOUS MINUTES

A. Approval of Regular Meeting Minutes of:

1. March 2, 2010

MOTION: To approve the regular meeting minutes of March 2, 2010 with the following corrections:

Page 9: Fourth sentence should read "Ms. DiMauro"

Page 10: Third Paragraph; second sentence "[t]he Town sent someone and got . . ."

Page 11: Discussion last sentence "Mr. Norton has been coordinating this project for a while and it would be a good *thing* if this...."

Made by Mr. Simmons, Seconded by Mr. Pippin
ALL MEMBERS IN FAVOR. MOTION CARRIED.

2. March 16, 2010

MOTION: To approve the March 16, 2010 regular meeting minutes with the following corrections:

Page 2: correction should read "...using some of the oil for heat in the *Town Hall Annex* will..."

Page 5: second paragraph, second sentence should read "[t]he Commission is *promoting* East Windsor ..."

Page 7: New Business, Item B Motion should be corrected to reflect: "...the Board of Selectmen recommend to *Town Meeting* to accept..."

Made by Mr. Pippin, Seconded by Mr. Simmons

Members in Favor: Burnham, Pippin, Simmons

Abstained: Hayes

ALL MEMBERS IN FAVOR. MOTION CARRIED

B. Approval of Budget Presentation Special Meeting Minutes of March 9, 2010

MOTION: To approve of Budget Presentation Special Meeting Minutes of March 9, 2010 with the following corrections:

First sentence should reference the meeting was called to order on *Tuesday, March 9, 2010*

Page Two references to Melissa Green should be corrected to reference *Melissa Maltese*.

Page Two, fifth paragraph, last sentence should read: "[i]t will be similar to last year's presentation....until the State passes the budget." The extra words "So anything as revenue" are removed.

Page Three, third paragraph, second sentence should read, "....Board of Finance taking *1.25 million* out of general fund..."

Made by Mr. Burnham, Seconded by Mr. Simmons

Vote: Simmons, Pippin, Burnham

Abstained: Hayes

MOTION CARRIED.

C. Budget Workshop Minutes, March 2, 2010

MOTION: To approve the Budget Workshop Minutes of March 2, 2010 with the following corrections:

First Sentence: "....meeting called to order on Tuesday, *March 2, 2010....*"

Budget Presentation second paragraph: correction to name, should read "Cheryl Karp-Ward"

Made by Mr. Simmons, seconded by Mr. Hayes

ALL MEMBERS IN FAVOR. MOTION CARRIED.

V. PUBLIC PARTICIPATION

Marie DeSousa, Rice Road – She noted the agenda budget matters discussion and she thought the Board should take it a step further, as all are aware the public hearing was non hearing with no input from the public. At the Board of Finance budget workshop members had asked to reschedule the public hearing and the Chairman is not willing to do so. However she felt getting public input is vital to the budget process and she asks the board to take that in consideration.

VI. COMMUNICATIONS – the following were for the Board's communication

A. Review of Board of Selectmen Website Emails – entitled:

Subject Family Game Day @ Scout Hall – March 30, 2010

Tax Issue – March 30, 2010

Tax Issue – April 1, 2010

IT email titled: Photo Contest – March 30, 2010

Wednesday 3/24's Public Hearing – March 26, 2010

Question – March 23, 2010

East Windsor Town Charter – March 22, 2010

B. Connecticut Labor Force Data/February 2010

C. CCM/Proposed Budget Impact on East Windsor

D. CRCOG Correspondence

E. CIRMA Workshop Preventing Sprains & Strains

F. Senior Services April Calendar

G. Correspondence from North Central District Health Department

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- H. Citizens Hour/April 14, 2010
- I. CRRA Electronic Recycling Collection Site

VII. SELECTMEN'S REPORTS

- A. Denise Menard, First Selectman – Please see report attached.
- B. Mark Simmons, Deputy First Selectman

EDC is trying to promote East Windsor and build up tax base. He read a notice they will be posting in a local publication to pitch the new sewer on North Road and detailing the positive results for this project. S.W. approved CT. Studios project and there is a published invitation to bid on certain projects.

BMX Committee: April 10 Little Italy fundraiser

Veterans – Next meeting is April 13. The May 2011 involvement in Vietnam Wall Memorial will be discussed

PZC – No new movement on farm regulations

C. John L. Burnham, Selectman

BOF Meeting on March 17 had general discussion on the budget

American Heritage River Commission – April 18 is the River Walk at 10

Public Hearing at high school all present witnessed what happened

Pension board meeting was held. Ordinance was recommended to Board of Selectmen and Pension Document will be forwarded to the employees

ZBA was cancelled

Scout Hall Game Day is Sunday April 11- it's a free event

D. Gilbert R. Hayes, Selectman

BOE – May 6 at cafeteria they will have full announcement and presentation for the full accreditation at the BOE meeting. Also a program instituted this year, a mandate, (it was done previously at the Middle School) – RPI which helps with cost of special ed. This is in line with budget presentation where they cut \$400,000 from transportation. Three tier special ed – 1st tier teachers involved and track student; teachers working together all the way to tier three where a real problem and intervention with professionals. Savings of \$400,000 in transportation costs. They are adding two AP classes – Uconn statistics and child development

Also Mr. Hayes would like to fly the Donate for Life flag at town hall. Donate for Life Month is approaching and he read a small excerpt regarding that. He noted he is a seven year recipient of organ donation.

E. Richard P. Pippin, Jr., Selectman

WPCA are working on grant and have just about all ends tied up on North Road Sewer. They have not hired Superintendent yet.

PRESENTATION TO MR. SMITH – BY THE BOARD

Letter from Board about keeping children safe and a plaque with pictures.

VIII. BOARD AND COMMISSION RESIGNATIONS & APPOINTMENTS

A. Resignations:

Sharon Aprea, (D) Economic Development Commission

MOTION: To accept, with regret the resignation of Sharon Aprea, Economic Development Commission.

**Made by Mr. Burnham, Seconded by Mr. Pippin
ALL MEMBERS IN FAVOR. MOTION CARRIED.**

B. Re-Appointments: None

C. New Appointments:

East Windsor Historical Preservation Commission
Roberta Duzak, (R) as an alternate member to serve a four-year term
to expire 12/1/2010

MOTION: To appoint Roberta Duzak as an alternate member to the East Windsor Historical Preservation Commission to serve a four year term to expire 12/1/2010.

**Made by Mr. Pippin, seconded by Mr. Hayes
ALL MEMBERS IN FAVOR. MOTION CARRIED.**

D. Board and Commission Current Vacancies (Attached)

IX. NEW BUSINESS

A. Discussion of East Windsor Ambulance contract

Chief Thomas Clynych and Dan Starvish of the East Windsor Ambulance came before the Board. Ms. Menard discussed with the Town Attorney the Boards previous decisions. Mr. Hayes noted he was not at meeting where this discussed and decided – but he was at the previous meetings; but he will be abstaining from voting, but will participate in discussion.

Several times during the discussion Mr. Burnham made it clear it is a terrific service the East Windsor Ambulance is providing.

The Chief requested copies of what the Selectmen used to make the decision. Ms. Menard noted she will get it to him as quickly as possible. Mr. Clynych was also interested in the comparisons received from other towns. Denise Menard noted calls to various towns but different in every town, similar to comparisons with fire departments, services and cost factors are all over the place. The decision was reached based on previous history of the contract, minutes going back to 2005, and audits. Ms. Menard asked if wanted copies of the ambulance audits (which are on file with town clerk) and Mr. Clynych noted he did not need copies of the audits.

Mr. Clynych noted he was not looking for discussion but he wanted the comparisons with other towns. Ms. Menard referenced the data is in the history of the contracts. He again wanted to know what numbers for comparison the board used.

Ms. Menard reiterated that, as with fire departments, every town is so different with so all over the place scenarios it was not easy to compare. It is not something you can compare to help board make decision. The board used history of past discussions by Boards on the Contract all of which are minutes filed with Town Clerk.

Mr. Simmons noted the overall picture is that other town ambulance services do not receive as much funding as this ambulance has received, based on annual gross income. They still have rent free facility and paid for radios and many resources. The language of the contract delineates stipend to start and supposed to be self sufficient after a short while. The audit shows the growth in the last five years.

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Mr. Clynch vehemently noted they have grown out of sacrifice and the employees make less money. Now they selectmen are saying all this time working for less money and now take the town will take \$125,000 away from these dedicated people and set them back. He noted all are working 36 – 40 hours, they are not technically full-time. There are 42 employees with the exception of probably 8 they work full time hours. If the Board looks at last years assessment and took away \$125,000 away they would have lost money. They have financed stuff for last ten years, they have to buy ambulances – the money is going to come out of people and service.

Mr. Simmons noted that 1/3 of calls are serviced out of East Windsor. Mr. Clynch noted revenue from out of town calls goes toward the second ambulance in East Windsor. The ambulance does 1800 calls in town and they would be only able to do 1100 calls with one vehicle; they have two. He recapped a recent accident on 140 – 3 ALS ambulances were at the scene in a minute and a half.

Mr. Hayes – net \$52,000 – but what about net over a million. Mr. Clynch said 70% is salary. Mr. Hayes again noted he was not at some of the meetings, but he agrees with selectmen that they cannot continue to pay \$125,000 a year and that when they looked at five or six comparisons there were some that had aid from community – he did not see any supporting close to \$125,000. While he agreed that they cannot continued to pay \$125,000 he had difficulty agreeing with board at \$0 in third year. He agrees first and second – he apologized to board he was not here for all the meetings.

Mr. Pippin noted the reason it does not go beyond three years is due to charter cannot go to more than three year contract, that's why figures were changed.

Ms. Menard referenced Selectmen minutes when Linda Roberts was First Selectmen that are dated February 8, 2005 and those will be in the materials she gets to Mr. Clynch.

Mr. Clynch asked if the whole idea of town not contributing then, if that were the case, why would Ed Filipone and Ken Crouch sign the contract. Mr. Clynch said the Board is taking one line in contract and saying the Association should get no more money.

Mr. Burnham – read the contract portion that discusses “free enterprise at conclusion of contract.”

Mr. Clynch noted they are not a town agency. The intent of contract was to identify themselves as not a town agency – board is twisting it to kick East Windsor Ambulance out. Mr. Starvish noted the language was intended as clarification that they are not a town agency and could go to other towns that is what the language was intended for.

Mr. Burnham suggested when they are reviewing the materials they also look at the audit and he highlighted some questions. The audit included building rent and Mr. Burnham does not think they can do that. Ms. Menard noted the building rent is not an actual expense. Mr. Clynch noted on Page 4 “its back out.” Mr. Clynch noted it is accountant “mumbo jumbo” and it was noted at the table what Mr. Clynch was looking at was different from what Mr. Burnham had.

Mr. Burnham stated this is a top shelf service and they are sharp business people who generate money and done well. He is asking they keep doing well and be happy with what they receive and probably a thank you is more in order than to hate the board. Its sounds tough but this is the beginning of a tough time period for the entire town. These are serious times and this is not reflection on the job.

Mr. Clynch noted if there was an issue with audit he would have appreciated a phone call. Mr. Clynch noted while some entities are cut, minutes reflect that other agencies are getting money. If someone is

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getting a raise – they are taking money from the public safety and giving it to other areas. This town ambulance service is busy and the board is slapping all the employees who have worked for less money as they are dedicated. These employees have worked more for less – that's what they know and what they've been talk and now the Board is telling them all that hard work and they are losing money.

Mr. Clynch stated if he was paying them rate tomorrow – this budget would not work. Rates are \$13/\$14 for EMT. Middlesex paramedic starts at \$26. These guys are making \$17.75.

Mr. Hayes noted these people work for other towns. Mr. Clynch said that is a benefit as Town does not have to pay for their training.

Mr. Hayes would like it postponed as the contractor has asked for information and Hayes has to address further this third year. Mr. Clynch felt its important to know what other towns are investing – East Windsor is getting a great service, it costs a little more, but its great service. Ms. Menard does not recall a comparison but she will review her folder.

They are at \$112,500 a year now and Mr. Hayes said the town cannot do it. A comment was made about the police contract and Ms. Menard noted a police service is a paid force. Fire Departments and Ambulances range they can be paid, volunteer or have high end equipment or low end equipment – it is difficult to compare. Mr. Clynch said BOS wants citizens to get bang for buck and the coverage is fantastic for \$112,500.

The selectmen will postpone decision on this item and Ms. Menard noted her concern with the budget timing, as well as a public hearing. Mr. Clynch noted they will not sign the contract the way it is anyway – and wait for the public hearing, and hoping that the public will come out and say its wrong

**MOTION: To postpone this item to the next Selectmen's meeting
Made by Mr. Hayes, seconded by Mr. Simmons**

Discussion: How can get together to discuss disagreement. Burnham is prepared to do it tonight. Ms. Menard noted she got request for information this morning and she wants to get Mr. Clynch all this information. Mr. Hayes noted his problem is item #3 – the zero amount. It was noted maybe there needs to be a special meeting as this needs to be decided for the budget. Pending Mr. Clynch's review of information, which will be gotten to him shortly, the selectmen may have a special meeting for this.

ALL MEMBERS IN FAVOR. MOTION CARRIED.

B. Request to amend the Veterans Commission's Ordinance membership

The request is to go from 13 members to 9 with two alternates. This is the largest commission in town and it makes it challenging to get a quorum with such a large group – this is a more manageable number to operate efficiently. This was passed by unanimous vote.

**MOTION: To amend "An Ordinance Establishing A Veterans Commission" to reflect a change in Membership as requested in letter dated March 17, 2010 and to recommend to town meeting
Made by Mr. Burnham, seconded by Mr. Simmons
ALL MEMBERS IN FAVOR. MOTION CARRIED.**

**C. April/Fair Housing Month
1. Adopt Fair Housing Resolution**

2. Adopt Fair Housing Policy Statement
3. Adopt Title VI Equal Opportunity Statement

MOTION: To adopt the Fair Housing Resolution, Fair Housing Policy Statement and Title VI Equal Opportunity Statement as attached, with a correction in the last paragraph of the Fair Housing Policy Statement to reflect "policy statement" not "police statement"

**Made by Mr. Simmons, seconded by Mr. Hayes
ALL MEMBERS IN FAVOR. MOTION CARRIED.**

- D. Adopt Resolution and authorize Denise Menard, First Selectman to sign the Application and the Assistance Agreement with the State of Connecticut Small Cities Community Development Program in an amount not to exceed \$500,000.00

Motion: To adopt Resolution and authorize Denise Menard, First Selectman to sign the Application and the Assistance Agreement with the State of Connecticut Small Cities Community Development Program in an amount not to exceed \$500,000.00

**Made by Mr. Pippin, seconded by Mr. Simmons
ALL MEMBERS IN FAVOR. MOTION CARRIED.**

E. Approval of Tax Refunds
**MOTION: To approve the tax refunds dated March 31 in the amount of \$586.41
Made by Mr. Simmons, seconded by Mr. Pippin
ALL MEMBERS IN FAVOR. MOTION CARRIED**

- X. UNFINISHED BUSINESS
A. *Discussion of current Property Maintenance Code

- XI. BUDGET MATTERS
A. Updates on 2010-2011 Budget

There is an email from Ms. Menard to Rand Stanley asking that he get information to the Board requested for revenue generating suggestions. He did provide the board with a packet, but they also need a recommendation as they do not want to scare prospects away. Ms. Menard will ask Mr. Stanley to come to the next meeting to discuss this. Mr. Burnham felt applicants are going to ask what are they getting for the extra cost. What Building Department gets for fees more than covers operating expense to department and Mr. Burnham thinks it's the wrong time to do this with fees. Rand Stanley will attend the meeting to discuss this.

Ms. Menard asked if this item is being postponed for one month if there is no additional discussion that goes on outside of selectmen meetings. The Board should hold discussions with Mr. Stanley about this in a meeting. The discussions will be held in the BOS meetings. Mr. Burnham stated he will gather information and talk to people to see what they think. Mr. Hayes noted no one-to-one with Rand but opinions of other towns are fine. Ms. Menard noted there have been separate discussions that the Board does not know about it. Mr. Burnham is going to ask a lot of people what opinions are – and discuss it with Rand as well. Ms. Menard noted this is as a board of selectmen discussion, not individual. Mr. Pippin stated anything to ask should be done during meeting.

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B. Discussion regarding scheduling an Informal meeting for Town resident to have the opportunity to learn more about the Budget process

Ms. Menard and Mr. Simmons discussed this concept and would like to do something not just with the Selectmen, but also with the Boards of Finance and Education as well. This would have to be set quickly. Ms. Menard noted it would be similar to Citizens Hour – can invite public to come, it will not be an official public hearing but a citizen forum – which would be give and take on how the process worked. Ms. Menard will check with Freedom Of Information to determine how to proceed. It was suggested to use the high school cafeteria. This will be a joint BOF/BOS/BOE endeavor, not a public hearing; but a citizens forum – a non-confrontational opportunity; a cordial discussion to provide information to and receive information from the public.

Later discussion took place about a question on the ballot – too high / too low language.

C. Discussion of Senior Services/Broad Brook Fire Department heating oil

Ms. Menard noted there is 5,000 gallons of heating at the annex that is in a tank that is no longer being used. During budget process each year BBFD complain that the Seniors use heating oil and crank up heating oil during day and BBFD pays for heating oil. Since there is that oil at the annex, paid for and part of the reason the fire department building is heated the way it is because of Sr. Center if they could figure out how to arrange to pump out one tank full for them (approx 2,000 tank)– out of fairness – the heating oil is sitting there. If they do that – have entire tank pumped out – Taylor Energy would pump and store for town. The idea is to give BBFD one thankful and the rest will be inventoried. Taylor will not charge – it will be a community service.

Mr. Burnham had concerns if give to one, do you have to give to others? Ms. Menard noted the Sr. Center turns the heat up and it seems fair – there is oil the town has paid for. It was the consensus of the board this was a go.

XII. EXECUTIVE SESSION

Pursuant to C.G.S. Section 1-200 (6) (d)

No executive session.

XIII. ADJOURNMENT

MOTION: To adjourn at 8:45 p.m.

Made by Mr. Pippin, seconded by Mr. Hayes

ALL MEMBERS IN FAVOR. MOTION CARRIED

Respectfully submitted,

Cynthia D. Croxford
Recording Secretary

*Starred items will not be discussed, but will remain on agenda pending receipt of additional information.

April 6, 2010

My report to the Board of Selectmen

Here we are in the month of April already, how quickly this time goes by during the hectic budget season.

A couple of dates to note:

- The Board of Finance has budget meetings 4/7, 4/13 & 14,
- Citizen's Hour at the WHP Library April 14
- April 24 - The Board of Selectmen are invited to a Garden Club tree dedication at the Melrose Schoolhouse in the morning and the Warehouse Point Fire Dept is celebrating their 100th year anniversary that evening
- April 24 or 25 will be opening day of EW Little League (more to follow)
- EW's Citizen of the Year, Ron Masters is being honored on April 22
- Community Day is May 8

Work has begun on Prospect Hill, the water company is working ahead of the drainage/road reconstruction project. We are now in the middle of the application for the grant for Phase II of that project. The handicapped door openers are in (from money from a previous grant) and work will begin on the annex doors first since all they need is the openers. The doors for the back of Town Hall and for the Senior Center are ordered and expected in shortly.

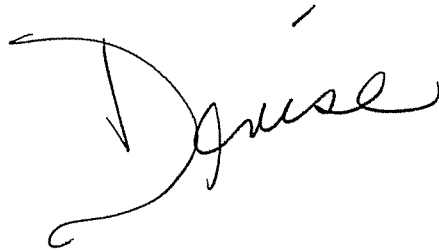
I met with Bob Lyke who will be helping me with some economic development outreach. We talked about 3 ideas he will be looking at. I spoke with the Chairman of the EDC, Eric Moffett, to be sure they are comfortable with what I have in mind and he is fine with it. Basically Bob will assist me with gathering information/ideas that will either need to go to the Planner, the Economic Development Commission or the Board of Selectmen for any kind of action.

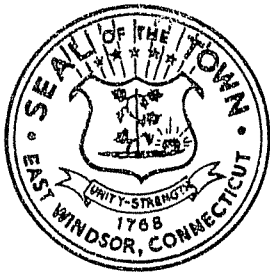
I have heard (officially) from 2 of the 3 bargaining units I requested consideration of furlough days. Both said they are willing to work with the Town to share ideas. I need to get back to both unions regarding a next step. I plan to do that by the end of this week. One union has not yet officially replied.

I met with the Cemetery Association last week. They will be on our next agenda.

We have a high school volunteer, Melissa Grundman, helping in our office. Both ladies in my office need to take quite a bit of time off in the next couple of months and the 3 hours of help from Melissa will be very welcome.

Enjoy this beautiful week. Sincerely - Denise

A handwritten signature in cursive script, reading "Denise". The letter "D" is large and loops around the "enise" part of the name.



TOWN OF EAST WINDSOR



TOWN OF EAST WINDSOR

COMPLIANCE WITH TITLE VI OF THE CIVIL RIGHTS ACT OF 1964

The Town of East Windsor does not discriminate in the provision of services, the administration of its programs, or contractual agreements. The Town of East Windsor seeks to fully carry out its responsibilities under the Title VI Regulations.

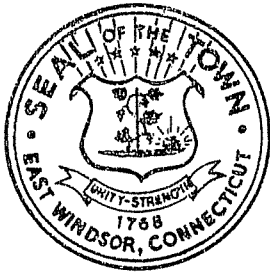
Title VI of the Civil Rights Act of 1964 prohibits discrimination on the grounds of race, color, or national origin in programs and activities receiving Federal financial assistance. Title VI provides that No person shall on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any programs covered by the Regulations.

This policy is effectuated through the methods of administration outlined in the Town's Fair Housing Plan and is fully implemented to ensure compliance by the Town, as the recipient, and by sub recipients. The cooperation of all Town personnel is required.

Denise Menard, First Selectman

April 6, 2010
Date





TOWN OF EAST WINDSOR

FAIR HOUSING RESOLUTION

- Whereas, All American citizens are afforded a right to full and equal housing opportunities in the neighborhood of their choice; and
- Whereas, State and Federal Fair Housing laws require that all individuals, regardless of race, color, religion, sex, national origin, ancestry, marital status, age, mental or physical disability, lawful source of income, sexual orientation, familial status, be given equal access to rental and homeownership opportunities, and be allowed to make free choices regarding housing location; and
- Whereas, The Town of East Windsor is committed to upholding these laws, and realizes that these laws must be supplemented by an Affirmative Statement publicly endorsing the right of all people to full and equal housing opportunities in the neighborhood of their choice.

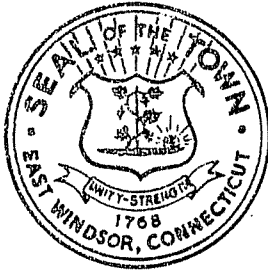
NOW THEREFORE, BE IT RESOLVED, That the Town of East Windsor hereby endorses a Fair Housing Policy to ensure for adequate housing of their choice on a non-discriminatory basis: and BE IT FURTHER RESOLVED, That the First Selectman of the Town of East Windsor or her designated representative is responsible for responding to and assisting any person who alleges to be the victim of an illegal discriminatory housing practices in the Town of East Windsor

Adopted by the Board of Selectmen on April 6, 2010.

Denise Menard, First Selectman

Town Seal





TOWN OF EAST WINDSOR

FAIR HOUSING POLICY STATEMENT

It is the policy of the Town of East Windsor to promote fair housing opportunities and to encourage racial and economic integration in all its programs and housing development activities.

Programs funded and administered by this Town of East Windsor must comply with the provisions of Section 46a-64c of the C.G.S., and with related state and federal laws and regulations that prohibit discriminatory housing practices.

The Town of East Windsor or any Sub recipient of the Town will carry out an affirmative marketing program to attract prospective buyers or tenants of all majority or minority groups, without consideration of race, color, religion, sex, national origin, ancestry, creed, sexual orientation, marital status, lawful source of income, disability, age or because the individual has children in all programs and housing development activities funded or administered by the Town of East Windsor.

The municipality's First Selectman's office is responsible for the enforcement and implementation of this policy. The First Selectman may be reached at (860)623-8122.

Complaints pertaining to discrimination in any program funded or administered by the Town of East Windsor may be filed with the First Selectman's Office. The municipalities Grievance Procedure will be utilized in these cases.

Complaints also may be filed with the Commission on Human Rights and Opportunity, Special Enforcement Unit, 21 Grand Street, Hartford, CT 06106, telephone (860) 541-3403.

A copy of this police statement will be given annually to all Town employees and they are expected to fully comply with it. In addition, a copy will be posted throughout the Town.

Revised: April 6, 2010

Denise Menard, First Selectman

THIS STATEMENT IS AVAILABLE IN LARGE PRINT OR ON AUDIO TAPE by contacting Elizabeth Burns, 25 School Street, East Windsor, CT 06088 (860) 623-2430.

